

- Texas concealed handgun license – unexpired or expired less than 60 days;
- United States military identification card containing the person's photograph;
- United States passport – unexpired or expired less than 60 days;

Slide 9

Persons Not Eligible

- United States citizenship certificate containing the person's photograph; or
- Persons who are **not** United States citizens (i.e. permanent residents, asylees, refugees or temporary visitors).



Driver License Division 7/13/2012

- United States citizenship certificate containing the person's photograph; or
- Persons who are **not** United States citizens (i.e. permanent residents, asylees, refugees or temporary visitors).

Slide 10

Persons Who Are Eligible

- 10
- The department shall issue an election certificate upon request to persons who **do not** have one of the forms of acceptable photo identification listed above, and are:
 - a registered voter in Texas and present a valid voter registration card, or are eligible to vote and submit a voter registration application to the department

Driver License Division 7/13/2012

Persons Who Are Eligible

- The department shall issue an election certificate upon request to persons who do not have one of the forms of acceptable photo identification listed above, and are:
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Slide 11

Persons Who Are Eligible

11

- a United States citizen;
- a resident of Texas;
- age 18 or above. (To be eligible to apply for voter registration, a person must, on the date the application is submitted to the registrar, be at least 17 years and 10 months of age.)



Driver License Division 7/13/2012

- A United States citizen;
- A resident of Texas; who is age 18 or above. (To be eligible to apply for voter registration, a person must, on the date the application is submitted to the registrar, be at least 17 years and 10 months of age.)

Slide 12

How to Apply for Election Certificate

12

- Visit a Texas driver license office;
- Bring documents to verify U.S. citizenship;
- Bring documents that meet the department's identification policy; and
- Request and complete an application for the election certificate.

Driver License Division 7/13/2012

How to Apply for Election Certificate

To apply for the Texas Election Certificate the person must:

- Visit a Texas driver license office;
 - Bring documents to verify U.S. citizenship;
 - Bring documents that meet the department's identification policy; and
 - Request and complete an application for the Texas Election Certificate.

Slide 13

Election Certificate Application Form

The person applying for the Texas Election Certificate will complete and sign front page of form DL-14C. The back of the application includes eligibility requirements for obtaining the Election Certificate.

APPLICATION FOR TEXAS ELECTION CERTIFICATE FOR ELECTION PURPOSES ONLY; CANNOT BE USED AS AN IDENTIFICATION CARD		FOR DEPARTMENT USE ONLY
NOTICE: All information on this application must be completed in ink.		ASSIGNED # _____
APPLICANT INFORMATION		CONTACT INFORMATION
LAST NAME:	HOME PHONE:	
FIRST NAME:	OTHER PHONE:	
MIDDLE NAME:	EMAIL:	
SUFFIX:		
MIDNIGHT NAME:		ADDRESS INFORMATION
		RESIDENCE ADDRESS:
DATE OF BIRTH (MM/YY/XXXX):		
SSN:	CITY:	STATE:
SEX: (Circle One) Male Female	ZIP CODE:	COUNTY:
EYE COLOR:	HAIR COLOR:	
RACE:	MATERIAL TESTED	
HEIGHT: ft. in.		
WEIGHT: lbs.	STATE:	
UNITED STATES CITIZEN: Yes No	DRIVER'S LICENSE:	COUNTRY:
If you are not a US citizen, you are not eligible for an Election Certificate.		
PLACE OF BIRTH: CITY:	STATE:	COUNTRY:
FATHER'S LAST NAME:		MOTHER'S MIDDLE NAME:
INFORMATION REQUIRED FROM APPLICANT		
YES NO		
1. <input type="checkbox"/> <input checked="" type="checkbox"/> Do you have a valid voter registration card or card? _____		
2. <input type="checkbox"/> <input checked="" type="checkbox"/> Do you have a valid driver's license or identification card (unexpired, or expired for no more than 60 days)? _____		
3. <input type="checkbox"/> <input checked="" type="checkbox"/> Do you have a valid Texas concealed handgun permit (unexpired, or expired for no more than 60 days)? _____		
4. <input type="checkbox"/> <input checked="" type="checkbox"/> Do you have a US passport (unexpired, or expired for no more than 60 days)? _____		
5. <input type="checkbox"/> <input checked="" type="checkbox"/> Do you have a US driver's license that contains your photograph? _____		
6. <input type="checkbox"/> <input checked="" type="checkbox"/> Do you have a US military identification card that contains your photograph (unexpired, or expired for no more than 60 days)? _____		
If answering "yes" to questions 5 through 8, you are not eligible to receive a Texas Election Certificate.		
CERTIFICATION		
I do solemnly swear, affirm, or certify that I am the person named herein and that the statements on this application are true and correct.		
X _____	Date: _____	
VERIFICATION		
Sworn to and subscribed before me this _____ day of _____, _____.		
Notary Public in and for the State of Texas or Authorized Officer		
FOR DEPARTMENT USE ONLY		
Document Presented: _____	Document Number: _____	Issuing Agency: _____
Document Presented: _____	Document Number: _____	Issuing Agency: _____
Document Presented: _____	Document Number: _____	Issuing Agency: _____

Slide 14

Steps for Issuing an Original Election Certificate

- Search for applicant on DLS Search Applicant screen.
(Figure 1)

DLS

ELECTION CERTIFICATE

Search Applicant

DLID/UNL Number: _____
Deleted Person Search:

Name Search
Last Name: _____
First Name: _____
Middle Name: _____
Phonetic Search:

DOB/SSN Search
DOB: _____
SSN: _____

Additional Search Options:

Search Applicant **SEARCH RESULTS**

Driver License Division 7/13/2012

Search for applicant on DLS Search Applicant screen. Search the records by entering the name and date of birth of the applicant. (Figure 1) If record is found determine if applicant has a driver license or identification card which may be used as photo identification for election purposes. If no record is found, select the Election Certificate tab located in the blue bar in DLS.

DLS

ELECTION CERTIFICATE

Search Applicant

DLID/UNL Number: _____
Deleted Person Search:

Name Search
Last Name: _____
First Name: _____
Middle Name: _____
Phonetic Search:

DOB/SSN Search
DOB: _____
SSN: _____

Additional Search Options:

Search Applicant **SEARCH RESULTS**

Slide 15

Steps for Issuing an Original Election Certificate

- Search for the on the **Search Election Certificate** screen. Search the record again by entering the name and date of birth of the applicant. (Figure 2)

DLS

TASKS SEARCH PDPs CDLIS MISC ELECTION CERTIFICATE

Search Election Certificate

Election Certificate Number:

Name Search

Last Name:	FOUR
First Name:	VOTER
Middle Name:	

DOB/SSN Search

DOB:	02/04/1968
SSN:	

Search Election Certificate

Driver License Division 7/13/2012

Search for the on the **Search Election Certificate** screen. Search the record again by entering the name and date of birth of the applicant and select the *Search Election Certificate* button located at the bottom of the screen. (Figure 2)

DLS

TASKS SEARCH PDPs CDLIS MISC ELECTION CERTIFICATE

Search Election Certificate

Election Certificate Number:

Name Search

Last Name:	FOUR
First Name:	VOTER
Middle Name:	

DOB/SSN Search

DOB:	02/04/1968
SSN:	

Search Election Certificate

Slide 16

Steps for Issuing an Original Election Certificate

16

If a record is found it will appear on the **Election Certificate Search Results** page and indicates the person has previously been issued an election certificate.

DLS TASKS SEARCH POPS CDLIS MISC ELECTION CERTIFICATE

Election Certificate Search Results Fig. 2a

Name	Date of Birth	SSN	Race	Sex	Height	City	County	EC Number
<input checked="" type="radio"/> TWO, VOTER	05/25/1968	555-44-3322	OTHER	M	6'01"	AUSTIN	TRAVIS	34295548

[View Election Certificate Record](#) [New Election Certificate](#) [Issue Election Certificate](#)

Driver License Division 7/13/2012

If a record is found it will appear on the **Election Certificate Search Results** page and indicates the person has previously been issued an election certificate. Ask for proper identification and select the **GO** button to view the record and reissue the election certificate. (Fig. 2A) (A demo on reissuance procedures is later in this document.)

DLS TASKS SEARCH POPS CDLIS MISC ELECTION CERTIFICATE

Election Certificate Search Results Fig. 2a

Name	Date of Birth	SSN	Race	Sex	Height	City	County	EC Number
<input checked="" type="radio"/> TWO, VOTER	05/25/1968	555-44-3322	OTHER	M	6'01"	AUSTIN	TRAVIS	34295548

[View Election Certificate Record](#) [New Election Certificate](#) [Issue Election Certificate](#)

Slide 17

Steps for Issuing an Original Election Certificate

17

If the **Election Certificate Search Results** shows no record is found proceed to the next screen by selecting the *Search Election Certificate* button.

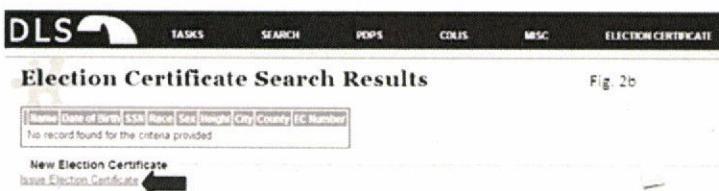


Fig. 2b

Driver License Division 7/13/2012

If the **Election Certificate Search Results** shows no record is found proceed to the next screen by selecting the *Search Election Certificate* button located at the bottom of the screen to initiate the process of issuing an original election certificate. (Figure. 2b)

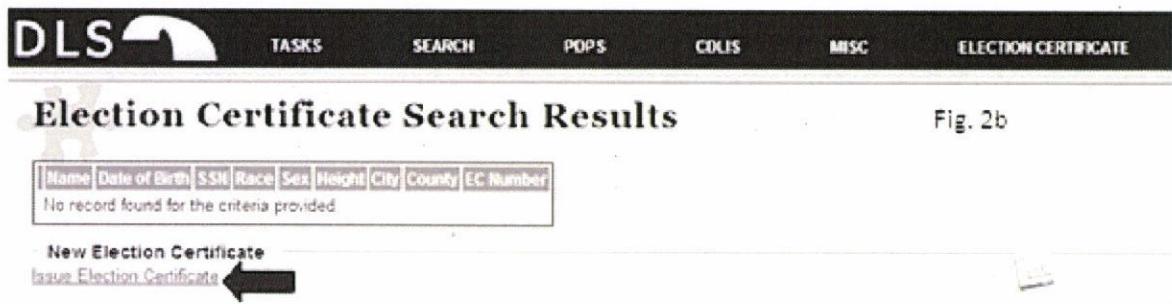


Fig. 2b

Slide 18

Steps for Issuing an Original Election Certificate

18

Type in the required information on the **Applicant Information** screen.

DLS TASKS SEARCH POPS CDRIS MISC ELECTION CERTIFICATE

Applicant Information Fig. 3a

Name	
Last Name:	WENTY
First Name:	VOTER
Middle Name:	
Suffix:	
No First Name:	
Personal Info	
DOB:	06/10/1945
SSN:	
Physical Address	
Address 1:	
Address 2:	
City:	
County:	
State:	TEXAS
Zip:	

Driver License Division 7/13/2012

Type in the required information on the **Applicant Information** screen.

- The fields which include a red asterisk (*) must be filled, i.e. name, DOB, physical address. (Figure 3a)

DLS TASKS SEARCH POPS CDRIS MISC ELECTION CERTIFICATE

Applicant Information Fig. 3a

Name	
Last Name:	WENTY
First Name:	VOTER
Middle Name:	
Suffix:	
No First Name:	
Personal Info	
DOB:	06/10/1945
SSN:	
Physical Address	
Address 1:	
Address 2:	
City:	
County:	
State:	TEXAS
Zip:	

Slide 19

Steps for Issuing an Original Election Certificate

19.

Mailing address, physical description, and other information. U.S. citizen must be "YES" to be eligible for an election certificate. (Figure 3b)

Mailing Address: (same as physical)

Address 1:	<input type="text"/>
Address 2:	<input type="text"/>
City :	<input type="text"/>
State :	TEXAS <input type="button" value="▼"/>
Zip :	<input type="text"/>
COUNTRY :	UNITED STATES <input type="button" value="▼"/>

Physical Description Information

Sex :	<input type="button" value="▼"/>
Eye Color :	<input type="button" value="▼"/>
Hair Color :	<input type="button" value="▼"/>
Race :	<input type="button" value="▼"/>
Height :	<input type="text"/>
Weight :	<input type="text"/>

Other Information

U.S.Citizen :	NO <input type="button" value="▼"/>
Voter Registration:	YES <input checked="" type="button" value="▼"/> NO <input type="button" value="▼"/>

Fig. 3b
Driver License Division 7/13/2012

- Mailing address, physical description, and other information. U.S. citizen must be "YES" to be eligible for an election certificate. (Figure 3b)

Mailing Address: (Same as physical)

Address 1:

Address 2:

City :

State : TEXAS

Zip :

COUNTRY: UNITED STATES

Physical Description Information

Sex :	<input type="button" value="▼"/>
Eye Color :	<input type="button" value="▼"/>
Hair Color :	<input type="button" value="▼"/>
Race :	<input type="button" value="▼"/>
Height :	<input type="text"/>
Weight :	<input type="text"/>

Other Information

U.S.Citizen :	NO <input type="button" value="▼"/>
Voter Registration:	YES <input checked="" type="button" value="▼"/> NO <input type="button" value="▼"/>

Fig. 3b

Slide 20

Steps for Issuing an Original Election Certificate

20

- If applicant is registering to vote, select the *Voter Registration* box and select the *Voter Status* from the drop-down menu that applies to the applicant. Select the *Next* button to proceed to the image capture screen. (Figure 3c)

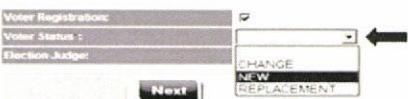


Fig. 3c

Driver License Division 7/13/2012

- If applicant is registering to vote, select the *Voter Registration* box and select the *Voter Status* from the drop-down menu that applies to the applicant. Select the *Next* button to proceed to the image capture screen. (Figure 3c)

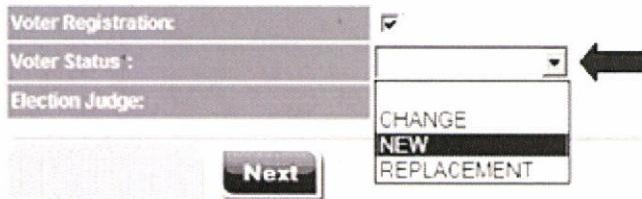


Fig. 3c

Slide 21

Steps for Issuing an Original Election Certificate

21

- Signature, Thumbprints, Photograph refresh. Select the Refresh button to proceed to the Scan Documents screen. (Figure 4)

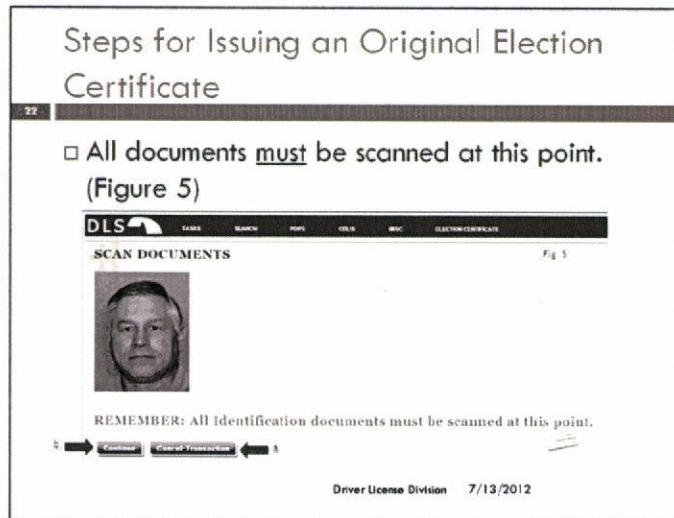


Fig. 4

Driver License Division 7/13/2012

In the Digimarc program capture the applicant's signature, thumbprints and portrait. (Not shown) Complete the image capture and proceed to the next page; **Signature, Thumbprints, Photograph** refresh. Select the Refresh *button* to proceed to the **Scan Documents** screen. (Figure 4)

Slide 22

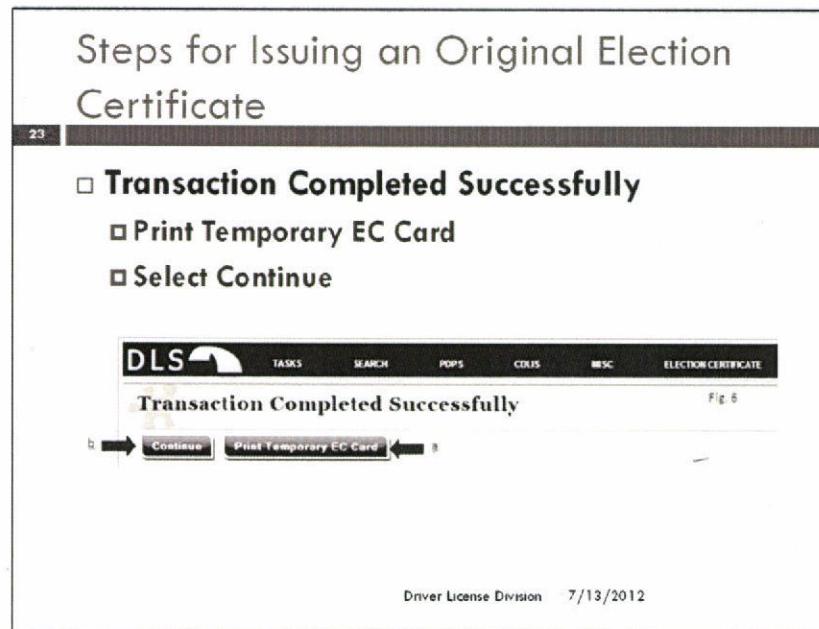


The **Scan Documents** screen is the only location during the process where the documents presented, i.e. election certificate application, proof of identity and U.S. citizenship documents can be scanned into the system. However, all documents must be scanned at this point. (Figure 5)

- If the transaction needs to be cancelled, select the *Cancel Transaction* button (a).
- Select the *Continue* button (b) to proceed with the transaction.



Slide 23

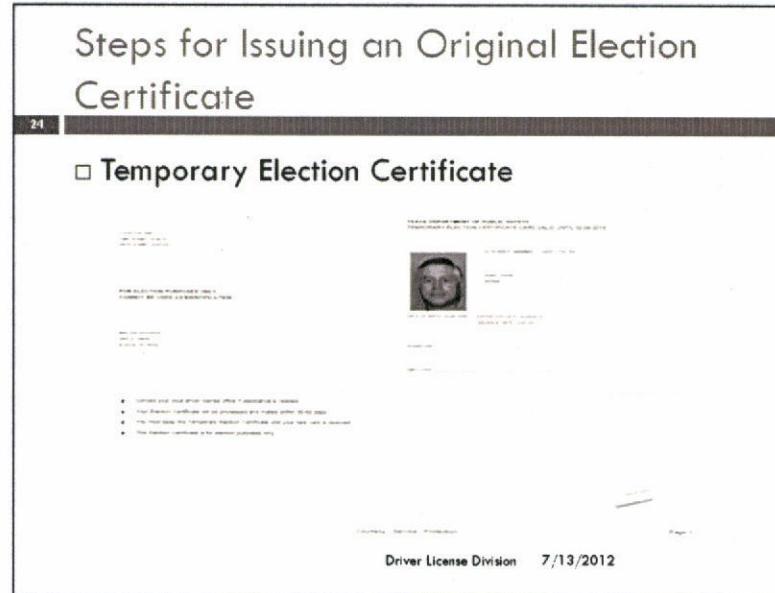


On the Transaction Completed Successfully

- Select the *Print Temporary EC Card* (a) to cue the printer to print a temporary election certificate card.
- Select the *Continue* button (b) after the temporary election certificate has been successfully printed.



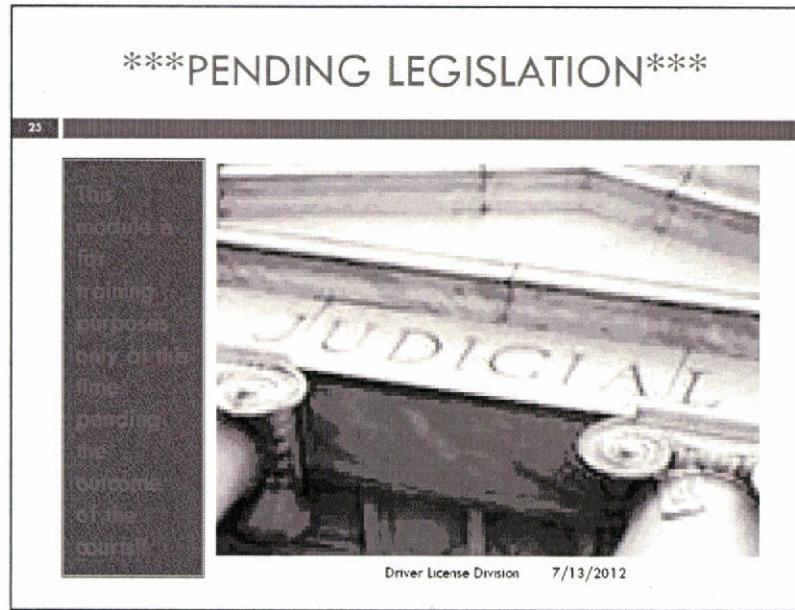
Slide 24



Ask the applicant to review the information, i.e. name and mailing address and confirm the information is correct. Applicant and employee will sign the temporary election certificate.

Inform the applicant the temporary election certificate can be used as photo identification for voting purposes until they receive the card in the mail.

Slide 25



The Texas Voter ID law is currently under judicial review and we cannot issue Election Certificates until the court decision is rendered. No Election Certificates shall be issued until you receive official notification.

Slide 26

Resources

26

- Texas Administrative Code, Title 37 Part 1
- Texas Transportation Code, Chapter 521A

Driver License Division 7/13/2012